

CITY OF TIGARD, OREGON

RESOLUTION NO. 04- 79

A RESOLUTION OF THE TIGARD CITY COUNCIL APPROVING A POLICY TO ESTABLISH A RESIDENTIAL SERVICES AGENCY EMERGENCY FUND.

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WHEREAS, the City of Tigard appropriates funds each year during the budget process to provide assistance to social service agencies that serve Tigard residents; and

WHEREAS, allocation of funds to social service agencies are based on criteria set forth in the Social Service Funding Policy; and

WHEREAS, social service agencies occasionally have a need for supplemental funds on a one-time or emergency basis to support their programs; and

WHEREAS, at their August 17, 2004 meeting, the Tigard City Council discussed a proposal to establish a Residential Services Agency Emergency Fund; and


WHEREAS, the City Council directed staff to bring a written policy back for Council consideration

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:


SECTION 1: The Residential Services Agency Emergency Fund Policy attached hereto as Exhibit A, is hereby approved.

SECTION 2: This resolution is effective upon passage.

PASSED: This 12<sup>th</sup> day of October 2004.

  
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Mayor - City of Tigard

ATTEST:

  
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Deputy City Recorder - City of Tigard

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## CITY OF TIGARD

### RESIDENTIAL SERVICE AGENCY EMERGENCY FUND POLICY

The City of Tigard may, upon occasion, receive requests from social service agencies and non-profit corporations for assistance to address one time or emergency funding needs that impact their ability to deliver social services to Tigard residents. This policy provides the framework within which allocation of funds will be made by the City Council.

1. The amount available for distribution each fiscal year will be included as a recommendation from the Social Services Funding subcommittee to the Budget Committee during the annual Budget process. In no case shall the allocation for the Residential Service Agency Emergency Fund exceed five percent of the total allocated for social service grants.
2. The amount designated for the Residential Service Agency Emergency Fund shall be included in the Social Service Agency funding so that the Social Service Agency Funding limit is not exceeded.
3. Any appropriation in the Residential Service Agency Emergency Fund remaining at the end of the Fiscal year shall be rolled into the General Fund Ending Fund Balance.
4. Agencies requesting funds shall demonstrate the following:
  - a. The request meets an unmet or growing need to support basic services for Tigard residents (food, shelter, clothing).
  - b. The request is not to fund on-going operation or maintenance of the agency or program facilities.
  - c. The request does not meet the criteria for the City's Social Services program.
  - d. The agency meets the reporting requirements as Social Services Grant recipients.